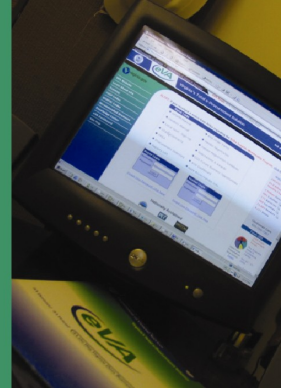


DIVISION OF PURCHASES AND SUPPLY 2012 HIGHLIGHTS

Department of General Services
Serving Government. Serving Virginians.



The Division of Purchases and Supply (DPS) performs the non-technology state procurement mission as assigned to the Department of General Services and is the authority for non-technology procurement policy implementing the Virginia Public Procurement Act for the Commonwealth of Virginia. DPS establishes long-term, non-technology statewide contracts that leverage buying power to reduce the cost of goods and services and are available to agencies, institutions and local governments for efficient purchasing. DPS develops and manages eVA, the Commonwealth's electronic procurement system, used by the state enterprise to process purchases more effectively and efficiently using technology. DPS oversees the integrity of the procurement process and conducts training for procurement professionals on the Virginia Public Procurement Act. The Division serves as a resource and provides assistance to agencies and businesses on a daily basis helping them with how to conduct procurement business and effectively utilize eVA. DPS conducts procurement reviews of agencies and institutions to ensure compliance with public procurement laws and regulations.

SAVINGS AND COST AVOIDANCE

- DPS established and/or renewed over 500 statewide and agency-specific contracts, generating approximately **\$40 million in savings/cost avoidance** for Fiscal 12.
- The Virginia Partners in Procurement Program leveraged the buying power of the Commonwealth to achieve approximately **\$25 million of these savings/cost avoidance** in Fiscal 12.
- Other DPS savings successes include:
 - ⇒ Awarding statewide hazardous waste disposal and recycling services contract to six companies, including two DMBE-certified small businesses, that save the state 29 percent over pre-contract prices, or about **\$174,000 savings/cost avoidance annually**.
 - ⇒ Initiating a contract for Demand Response Services, consistent with Executive Order 48, that will allow agencies, institutions of higher education, and other public bodies to identify areas where they will be able to curtail electrical consumption during emergency or high-demand periods. Savings are estimated at **\$1 million to \$2 million savings annually**, a figure that could grow substantially as more agencies and institutions sign on.
 - ⇒ Awarding contracts for marked and unmarked police interceptor vehicles that are estimated to achieve **\$435,030 in savings annually**.

- ⇒ Drafting proper specifications and flexible terms and conditions that enabled DPS to purchase two new aircraft for the Virginia Department of Aviation. With trade-in allowances and discounts for multiple purchases, totaled **\$5.24 million in savings**.
- ⇒ Negotiating terms for electronic benefits cards for the Virginia Department of Social Services that could potentially **save \$12.93 million** over five years.



VIRGINIA'S E-PROCUREMENT SYSTEM

- eVA achieved **\$30 million savings** for Fiscal 12 and has generated over **\$368 million savings** from the reduced cost of goods and services since the program's inception in 2001.
- Since the beginning of the program in 2001, over **4.1 million purchases** have been processed yielding orders in excess of **\$37 billion from over 22,000 government users**.
- Annually approximately **\$11 million in savings** from electronic ordering efficiencies are achieved.
- Vendor registration increased to over 53,000. Of this total, over 15,500 are certified small, women-owned or minority-owned (SWaM) businesses.
- Nearly 272 SWaM vendors use electronic catalogs, which are loaded free of charge to eVA and help promote vendors within the eVA marketplace.
- eVA strengthened vendor relationships through several initiatives. Among these was a program to convert vendors to premium status, a service option that lets vendors receive more electronic bid notices. Prior to this program, 60% of vendors were registered at the basic level; at the conclusion of the program, over 90% of vendors are premium level.
- eVA initiated a program to educate vendors on the importance of maintaining their eVA account records to keep a viable e-Commerce relationship with the state. This is important to ensure optimum access to eVA bid opportunities and to reduce the administrative burden on buyers when dealing with out-of-date or missing vendor information.
- eVA Customer Care closed Fiscal 12 with a customer satisfaction rate of 97.1%. Over 27,000 issues were reported and resolved to help ensure



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eVA's daily business is conducted smoothly.

- eVA's data warehouse contains the entire history of eVA electronic transactions since 2001. Agencies and vendors run a variety of reports against the data warehouse to evaluate spending, track SWaM vendor utilization, check accounts payable and examine many other statistics. 199 eVA reports were run 549,534 times.
- eVA added 59 local government entities and 2012 buyers during the past fiscal year bringing the total number of local government entities using eVA to 575.
- eVA worked closely with the Virginia Housing Development Authority to launch an organization-wide adoption of eVA as its procurement and fiscal management system. Although not required to use eVA, VHDA recognized the benefits of the system in terms of its efficiencies, cost savings and easy access to a large, experienced vendor base.
- Other significant eVA adoption efforts include:
 - ⇒ Radford University - Real time integration into its Banner Financial System throughout the campus.
 - ⇒ Virginia Community College System - Each of the 24 colleges Enterprise Resource Planning (Financial Systems) were integrated with eVA, the largest such integration since the beginning of the program.
- eVA launched a quarterly electronic newsletter to further understanding of government e-Commerce across a variety of audiences. The newsletter increases public access to information about selling to the Commonwealth and, along with tip sheets and e-Commerce guidance documents in the eVA Media Center, provides a cost effective virtual resource center for user education and training.
- eVA and Virginia achieved international recognition at two conferences in 2008. An international procurement conference in Lisbon, Portugal recognized eVA and the Commonwealth as a worldwide leader in eProcurement initiatives and featured the eVa Bureau Director as a keynote speaker. At the DGS/DPS annual procurement conference, a keynote speaker from Canada cited eVA as the international model of public eProcurement projects that work.

LEARNING AND DEVELOPMENT/VIRGINIA INSTITUTE OF PROCUREMENT

- In Fiscal 12 DPS conducted numerous Virginia Contracting Officer (VCO) and Virginia Contracting Associate (VCA) certification classes; certified 38 new VCOs, recertified 152 existing VCOs, and certified 133 new VCAs. Approximately 173 procurement professionals were trained in a variety of general procurement classes.
- In Fiscal 12 DPS sponsored the annual statewide Public Procurement Forum to train state and local government purchasing professionals that attracted over 950 participants. More than 150 suppliers were represented at the products and services Expo.

PROCUREMENT ASSISTANCE AND REVIEW

- DPS responded to over 10,000 requests from agencies for advice and assistance.
- DPS provided training and assistance visits to 84 agencies, 95 local government entities and conducted 24 agency procurement reviews.

AWARDS AND HONORS

- In 2012, DPS earned its **eighth straight National Achievement of Excellence in Procurement Award**, which is presented by seven public, education, and private sector purchasing associations based on grades for innovation, professionalism, productivity, e-procurement, and leadership attributes. DGS/DPS has consistently scored at or near the top of all applicants for the annual award and was the state with the **highest score of any state in 2005 and 2007**.
- Other awards include:
 - ⇒ Virginia Governor Technology Award 2012 for first state eProcurement Mobile 4 Business App
 - ⇒ Federal General Services Administration and Coalition for Government Procurement, 2007 Excellence in Partnership Award for Best Use of Cooperative Purchasing
 - ⇒ Innovation in Government Award from the Virginia Commonwealth University, L. Douglas Wilder School of Government and Public Affairs 2007
 - ⇒ Center for Digital Government, July 2002, ranked eVA and Virginia first in the country in Electronic Commerce
 - ⇒ eGov Magazine's Government Services Administration 2003 Technology Trailblazer Award
 - ⇒ Massachusetts Institute of Technology/Accenture, Inc. 2003 State Government Innovator Award
 - ⇒ National Electronic Commerce Coordinating Council 2003 Cost Effectiveness Through Government Award
 - ⇒ The National Association of State Procurement Professionals 2003 and 2004 Gold and Silver Awards for Electronic Procurement and Strategic Sourcing.

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